



Yearly Event Planner

Event #1

Name of Event: _____

Tentative/Planned Dates: 1) _____ 2) _____ 3) _____

Tentative/Planned Location: _____

Brief Description of the purpose for the event: _____

Who do you plan to invite?

All Chapter Members

Young Alumni

Prospective students & family

Members w/ children

Other

How will you advertise/market the event? (You may select more than one)

Email

Social Media

Flyers

Radio and/or Television

Other

Will there be a cost to attend? YES / NO Amount: _____

Will raffle tickets be sold? YES / NO Amount & Prize(s) _____

Event #2

Name of Event: _____

Tentative/Planned Dates: 1) _____ 2) _____ 3) _____

Tentative/Planned Location: _____

Brief Description of the purpose for the event: _____

Who do you plan to invite?

All Chapter Members

Young Alumni

Prospective students & family

Members w/ children

Other

How will you advertise/market the event? (You may select more than one)

Email

Social Media

Flyers

Radio and/or Television

Other

Will there be a cost to attend? YES / NO Amount: _____

Will raffle tickets be sold? YES / NO Amount & Prize(s) _____

Event #3

Name of Event: _____

Tentative/Planned Dates: 1) _____ 2) _____ 3) _____

Tentative/Planned Location: _____

Brief Description of the purpose for the event: _____

Who do you plan to invite?

All Chapter Members

Young Alumni

Prospective students & family

Members w/ children

Other

How will you advertise/market the event? (You may select more than one)

Email

Social Media

Flyers

Radio and/or Television

Other

Will there be a cost to attend? YES / NO Amount: _____

Will raffle tickets be sold? YES / NO Amount & Prize(s) _____